

**NOTIFICATION TO COUNTY MAYOR OF COMMITTEE MEETING BY MEMBERS
OF MAURY COUNTY COMMISSION**

The Budget Committee met on Tuesday, March 15, 2016 at 4:30 p.m., in the Maury County Tom Primm County Commission Room with the following Committee Members present:

DAVIS BURKHALTER, SONNY SHACKELFORD, TOMMY WOLAVER, STEWART PARKER, DONNA COOK, GWYNNE EVANS

OTHERS PRESENT: Gerald Adkison, , Talvin Barner, Michael Fulbright, Craig Harris, Steve Hazard, Don Morrow, Terry Potts, Eric Previti, Ricky Sims, Sue Stephenson, Gary Stovall, Scott Sumners, Linda Whiteside, Mayor Norman, Theresa Weber, Daniel Murphy, and Media.

MINUTES OF MEETING

- I. CALL TO ORDER:**
Chairman Burkhalter called the meeting to order and took roll call with all Budget Committee members present.
- II. OPENING PRAYER:**
Commissioner Wolaver offered the opening prayer.
- III. REVIEW & APPROVAL OF MEETING AGENDA:**
Commissioner Burkhalter stated he would like to make a few changes to the agenda. On resolution 3-16-24 he would like to put that as the first resolution and 3-16-34 that resolution pertains to the school budget and he would like to see that moved to the second resolution and 3-16-36 is pertaining to the purchase of the five school buses he would like to move it third and 3-16-35 is the fourth resolution and that is pertaining to the one bus from the County Commission. Commissioner Cook made a motion to approve. Commissioner Evans seconded the motion. There were no lights. All in favor. Motion Approved. Commissioner Cook made a motion to approve the agenda. Seconded by Commissioner Parker. All in favor. Motion Approved.
- IV. REVIEW AND APPROVAL OF MINUTES FROM PREVIOUS MEETING(S):**
Commissioner Wolaver made a motion to Approve. Seconded by Commissioner Cook. There were no lights. All in favor. Motion Approved 6-0.
- V. COUNTY MAYOR REPORT :**
The Mayor did not have a report.
- VI. FINANCIAL REPORTS:**
 - A. Investment Report-** Director Weber stated she had e-mailed the Commissioners letting everyone know things that had caught her eye. Director Weber asked if there were any questions. Director Weber stated interest to date was \$480,206.51. Director Weber stated for February it was \$57,702.46 with all the different CD's. There were no lights.

B. Sales Tax Report- Director Weber stated the sales tax collected July through February was \$228,238.00. Director Weber stated from 2014/2015 it has jumped up quite a bit. Director Weber stated the Sales Tax Revenues are looking good. There were no lights.

C. 2015/2016 Revenue & Expense Report- Director Weber stated the sheet she e-mailed out on the 101 fund there were two extra payments going to the in-lieu of payments because they should have went to the 151 fund. Director Weber stated she sent out an e-mail explaining the only one that goes in 101 is the GM money and that was \$2,300,000.00 and the rest of those payments go to the 151 fund. Director Weber stated the second e-mail that was sent out was the Life Insurance line and the Disability Line on most every fund will look like it is doubled but this is because they are finishing up with one insurance company. Director Weber stated these will wash to the correct numbers. Director Weber stated there may be some payroll adjustments that has to be done because of the timing of when this started. Director Weber stated the line item for electricity was a timing issue. Director Weber moved on to Tourism with advertising. Director Weber stated it looks like a negative number in the financials \$3,341.00 but the reason it looks that way is because the county got \$7,191.00 worth of reimbursements. Director Weber stated Tourism does some shared advertising and they got reimbursed. Director Weber stated the actual expenditure for the month was \$3,750.00. Director Weber stated there was some new cost codes under 58600 and the cost code was \$22,000.00. The county will be getting rid of that and there will be a journal entry in March because those are the water company, life insurance and things that have to be reimbursed. Director Weber stated it will be going to another asset account so that it can be kept better track of what the Water Company owes the County each month. Director Weber stated soon she would have several budget amendments and that is because the auditors have asked her to do it more often instead of at the end of the year. Director Weber stated the second page she sent was a synopsis of the revenues for each of the funds. Director Weber stated after February the net surplus is \$13,836,241.85 and that is cash receipts and cash disbursements. Director Weber asked if there were any questions. Commissioner Sumners asked Director Weber about the sheet that was e-mailed out separately. Commissioner Sumners asked how she was coming up with a deficit in the 151 fund. Director Weber stated the reason why is because the budget amendment for the refunding of the \$26,000,000.00 has not been posted as a budget amendment so it appears that it looks like a deficit. Commissioner Harris stated he noticed the revenues were off in the 101 and some pennies were reallocated out of the 101 fund. Commissioner Harris asked where does the revenues stand. Commissioner Harris asked Director Weber what she thought the deficit is going to be. Director Weber stated she believed it would be close to \$2,000,000.00. Director Weber stated this is a guess. Commissioner Harris asked Director Weber if the revenues were pretty much close to what was budgeted. Director Weber stated yes at this point. There were no lights.

D. 2015/2016 Supplemental Report of Expenditures (Attachment) Director Weber stated this is on page 35 of the packet. Director Weber stated this is the same standard as before. The Other Boards and Committees are going to be over because of the Civil Service testing. The Sexual Offender Registry, the expenditures are high on that. The Forest Service has been paid their \$2,000.00 and the same thing with the payment to the City. Director Weber asked if anyone had any questions on the 101 fund. Director Weber moved

on to the 122 fund on page 37 of the packet. Director Weber stated that looks like where it should be. Director Weber asked if there were any questions. Director Weber moved on to Adequate Facilities on page 38 of the packet. Director Weber stated that is kind of low right now. Chairman Burkhalter stated the payment from the plant in Mt. Pleasant has not been received yet but when the County does get it Adequate Facilities will go up. Director Weber moved on to page 39 of the packet for the Highway Department. Director Weber stated they are over a little bit on Other Charges but right where they need to be overall. Director Weber stated they are looking good. Director Weber moved on to page 40 of the packet Debt Service. Director Weber stated just a reminder that the 25th of this month Director Weber will be writing out about \$10,000,000.00 worth of checks. Director Weber stated the County has to pay the principal and it is due April 1. Director Weber moved on to page 41 of the packet which was the Highway Capital Outlay. Director Weber stated it looks like he had spent all of his money but there are some open PO's. Director Weber asked if there were any questions. Director Weber moved on to page 42 of the packet. This is for the 189 fund. Director Weber stated she believes that Purchasing Agent Buddy Harlan had ordered the buses already. The Sheriff's cars had been ordered this last week. There were no questions. Director Weber moved on to Solid Waste the 207 fund. Director Weber stated he is looking even at where he needs to be. Director Weber asked if there were any questions. Director Weber moved on to page 44 Central Maintenance. Director Weber stated she wanted to point out the revenues are running a little bit short this year.

E. Cash Report by Budget Director (Attachment) Director Weber stated this begins on page 45 of the packet. Chairman Burkhalter stated these numbers will probably be the highest they will be all year. There were no lights.

F. Payroll Report: Overtime Holiday Excess Pay /Comp. Time (See Attached) Mr. Lukonen stated this begins on page 46 of the packet. Mr. Lukonen stated that is the overtime report. Mr. Lukonen stated compared to last year the County is down \$33,000.00. Mr. Lukonen stated compared to last year the overtime has been cut. There were no lights. Mr. Lukonen moved on to page 47 of the packet, Comp. Time. Mr. Lukonen stated the County reduced its Comp. Time by 76.87 hours. He stated this time last year it was increased by 1,541 hours and so this is a huge save. Mr. Lukonen stated the County reduced its Comp. Time liability by \$2,339.00.

G. Remaining Building Improvements Funds from 2014 Bond Issue-Mr. Lukonen stated this begins on page 48 of the packet. Mr. Lukonen stated the County started this year with \$412,092.00 and checks have been cut for \$51,507.00 and there are open Purchase Orders of \$30,134.00 which reduces the amount available for estimates. Mr. Lukonen stated if you take out both of the projects that are going to be in resolutions later tonight it actually puts them at a deficit for the bond money. Mr. Lukonen stated some of the estimates were conservative and they have not been put out for bid yet and that is something to think about later tonight when the commission makes their decision. Commissioner Sumners stated they were told at the Building Committee meeting there was enough money to cover the projects. Chairman Burkhalter stated there was a mistake that was made and the County would work through it. Commissioner Stephenson asked Director Weber if what

made the difference was additional PO's in the amount of \$30,000.00 that was not known at the Building Committee meeting. Commissioner Stephenson stated they need to find a way when they are estimating that they have an idea of what PO's are out. Mayor Norman stated on the Adequate Facilities money the Building and Zoning Director Brian Vick went down to U.S. Tile today and he has the plans and they wanted a temporary occupancy permit and they were informed they would not be given one until the money is paid. Mayor Norman stated right now the amount is \$225,000.00. Mayor Norman stated if the money comes in he would send out an e-mail to all the commissioners letting them know the money has come in. There were no lights.

VII. Purchasing:

- A. Completed Bids by Purchasing Agent (Attachment)** Purchasing Agent Harlan asked if anyone had any questions on the Completed Bid schedule. Commissioner Previti asked since oil prices had jumped about 20 cents in the past week would it mess with him the next time. Purchasing Agent Harlan stated there is a fuel bid in the morning and he could tell you after tomorrow how much it went up. There were no lights.
- B. Schedule Bid Openings by Purchasing Agent (Attachment)** Purchasing Agent Harlan asked if anyone had any questions on the Schedule Bid Openings. Purchasing Agent Harlan stated on Page 51 of the packet is the Bid Schedule. Purchasing Agent Harlan stated there are two that are paving of the convenience centers. Purchasing Agent Harlan stated they had the pre bid meeting last week and that was attended by ten General Contractors and three sub. They anticipate getting between five and eight bids on the fire hall. The bids will be back in on March 22.
- C. Gov-Deals List by Purchasing Agent (Attachment)** Purchasing Agent Harlan stated the two fire trucks that were sold last month the money will go back into the 101 account but it will be transferred over to County Fire. There were no lights.
- D. Capital Expenditures by Purchasing Agent (Attachment)** Purchasing Agent Harlan stated on page 52 of the packet is capital expenditures. Purchasing Agent Harlan stated there has been action on just about everything that is there. Purchasing Agent Harlan stated that Mr. Dooley's aerial photography will start taking place now that the weather is better. There were no lights. Purchasing Agent Harlan stated he sent out an e-mail last week and in 1996 the County signed an agreement with a private company for the operation of the Middle Tennessee Juvenile Detention Center. Purchasing Agent Harlan stated at the time there were not that many Juvenile Detention Centers. Purchasing Agent Harlan stated when the facility came to Columbia it was a big savings and there was not time, money and effort transporting to two or three counties. Purchasing Agent Harlan stated when they built that facility they didn't build a kitchen in it and they buy the food from Maury County so the County is making a little money off that. Purchasing Agent Harlan stated their lease was for a twenty year term. The big thing was they promised Maury County four beds and what Maury County was paying for the four beds at the time

if they were needed was less than what they were getting on the market. They held that price for five years and after that whatever the market would stand and what Maury County would pay is a lot less than that. Purchasing Agent Harlan stated they had the option to renew for an additional twenty years and they chose to exercise their option and at the end of that twenty years the end of the second term the County and the group that is running this facility have got to come to some kind of negotiation agreement about who is going to buy out who. Purchasing Agent Harlan stated his advice would be to sell them the land or give it to them and let them run it. Commissioner Shackelford stated looking over the terms of the lease agreement the facility had been added on and did it increase the number of beds. Purchasing Agent Harlan stated they are guaranteed a minimum of four beds and however many beds the County uses they charge the County per night is \$40.00 less than what they are charging other counties. Purchasing Agent Harlan stated if they needed more beds than four they get them cheaper. Commissioner Shackelford stated since the facility had been added on to the agreement should be amended. Commissioner Stephenson asked when the agreement will expire. Purchasing Agent Harlan stated it will expire in coming months. Purchasing Agent Harlan stated the County makes a profit on the meals. Commissioner Potts stated the Juvenile Detention Center is a blessing and they need to keep them there. Director Weber stated the last two years the County has had a refund and it goes back into the 101 fund.

VIII. Delegations

IX. Resolutions

E. Res. No. 03-16-24 –Resolution Creating the Position of Highway Maintenance Foreman at the Maury County Highway Department. Commissioner Wolaver made a motion to Approve. Seconded by Commissioner Cook. Commissioner Wolaver asked Sandy Smith if it is possible to find enough money in the budget to pay this position in coming years. Ms. Smith stated yes. She had already done the first draft with Director Weber and Ms. Smith stated she really needed this position. Ms. Smith stated this position will take and leave everybody where they really belong. Ms. Smith stated she had worked up the budget from last year and it was under what it was for last year. Ms. Smith stated this position will be making \$34,320.00 and he will have a truck and the truck has already been purchased. Commissioner Wolaver asked Ms. Smith in the 2016/2017 budget year if this will not require an increase. Ms. Smith stated it may increase in that line item but since it was decreased in other areas Ms. Smith feels it would not be affecting it. Commissioner Stephenson asked if the \$34,320.00 annually is already figured at an hourly rate of \$16.50 per hour. There were no lights. All in favor. Motion Approved 6-0.

M. Res. No. 03-16-34-Resolution Amending 2015-2016 School General Purpose Budget. Commissioner Evans made a motion to table this item of business until mathematically it can be dealt with. Seconded by Commissioner Wolaver. All in favor. Motion Approved 6-0.

O. Res. No. 03-16-36-Resolution Approving the Purchase of Five School Buses.

Commissioner Shackelford made a motion to Approve. Seconded by Commissioner Evans. County Attorney Murphy stated the schools wanted to be reimbursed the first \$95,000.00 payment. School Director Dr. Marczak stated this is a safety issue for the schools. School Director Dr. Marczak stated when they found out children were riding the aisles of the buses it was a safety concern for them. Dr. Marczak stated the buses would relieve overcrowding tomorrow. Dr. Marczak stated the school board sees this as an emergency issue. Commissioner Shackelford stated the only thing he can figure out to do tonight is propose schools take that money out of balance and then the County would commit to funding these buses basically either a payment or the county would have to secure the financing. Commissioner Shackelford stated if the county bounces this back or does not do it and if they had to pull money out of fund balance that would be April. Commissioner Shackelford stated the need is now. After a lengthy discussion County Attorney Murphy stated the county has to determine what they are going to do whether to take on the debt or do you want the school board to take on that debt. Commissioner Sumners asked how much is in the schools fund balance. Dr. Burkins stated at the end of February it was \$7,029,000.00. Commissioner Sumners asked how much do they estimate after their fiscal year. Dr. Burkins estimated it would be around \$5,000,000.00. Commissioner Sumners asked if you spend money out of fund balance does it raise your Maintenance of Effort. Mr. Marczak responded no. Commissioner Shackelford made an amendment to the motion to allow the school board to make the payment of \$94,298.22. The County will make a loan and it will be taken care of for years 2, 3, 4 and 5 and. This would be funded out of the 151 fund. Seconded by Commissioner Evans. Chairman Burkhalter called for the roll call vote. Commissioner Evans, Aye, Commissioner Wolaver, Aye, Commissioner Parker, Aye, Commissioner Cook Aye, Chairman Burkhalter Aye, Commissioner Shackelford. Motion Approved 6-0. Chairman Burkhalter stated they would now vote on the motion as amended. All in favor. Motion Approved 6-0.

M. Res. No. 03-16-34- Commissioner Evans made a motion to table resolution 03-16-34.

Seconded by Commissioner Parker. Motion carries 6-0. Resolution Amending 2015-2016 School General Purpose Budget. Commissioner Evans made a motion to Approve. Seconded by Commissioner Parker. There were no lights. Motion Approved 6-0.

N. Res. No. 03-16-35- Resolution Amending 2015-2016 School General Purpose Budget.

Commissioner Shackelford made a motion to Approve. Seconded by Commissioner Evans. Commissioner Wolaver stated he had some concerns of taking money out of the schools general fund to build a concession stand for Central High School. Commissioner Evans stated when Spring Hill opened the community raised money to build the visitors bleachers, the track and the concession stand. School Director Marczak stated he believed they were close to \$100,000.00 in donations in materials and labor to construct this. Commissioner Shackelford stated that now is the time to do this. Commissioner Parker stated not to move this forward makes no sense. Commissioner Parker stated he wished the county could get a 50% match on every other project that the commission does in this county. Schools Director Marczak stated this is a large systematic problem which is the reasons that Director Marczak appealed to the board to allow him to hire a

district wide athletic director. Director Marczak stated that Larry Brown is on the case and is visiting every single school finding out their athletic needs and then they are having a system wide discussion about it. Commissioner Stephenson stated she would ask in the future that the schools look at equity for the smaller schools that don't have a large booster club or a large PTO and that does not have as many alumni and they try to look at all schools system wide. Commissioner Sumners stated he would like to see this pulled out separately and voted on separately. Commissioner Cook stated the County is overwhelmed with other needs in our county school system. Chairman Burkhalter stated it is a disgrace that Central does not have bathrooms and a concession. Chairman Harris stated his concern why wasn't this put in the bid package when they rebuilt this school. Commissioner Wolaver asked how long has the baseball field at Central been there. Commissioner Wolaver stated he would move to make this a separate resolution. Seconded by Commissioner Cook. Commissioner Evans stated that no one had ever mentioned the matching money before tonight. Commissioner Shackelford stated he could not ever remember a time when a request has been broken out of a resolution. Chairman Burkhalter called for the vote. Commissioner Evans, Aye, Commissioner Wolaver Aye, Commissioner Parker No, Commissioner Cook, Aye, Chairman Burkhalter, No, Commissioner Shackelford No. Motion fails 3-3. Chairman Burkhalter goes back to the original motion and the original motion is to leave all of this together and send it on to the full commission. There were no lights. Chairman Burkhalter called for the roll call vote. Commissioner Evans, Aye, Commissioner Wolaver No, Commissioner Parker, Aye, Commissioner Cook No, Chairman Burkhalter Aye, Commissioner Shackelford Yes. Motion Approved 4-2 and will be passed on to the full commission.

- A. Res. No. 03-16-20-Resolution Approving State of Tennessee Parks Grant Application and Assurance of Matching Funds.** Commissioner Evans made a motion to Approve. Seconded by Commissioner Wolaver. Commissioner Harris wanted to revisit and look at the capital request, the five year plan from last year and he was confused. Commissioner Harris stated this says this money is for phase 1 but when you look at the request that was submitted Phase 1, 2, and 3 took place over five years and they totaled \$900,000.00 and Phase 1 was the \$200,000.00 that was appropriated. Commissioner Harris stated he wanted to make sure that someone needs to clarify that this is Phase 1 and what are we getting and is Phase 2 and 3 to come. Commissioner Harris stated originally presented five year plan \$900,000.00 Phase 1 then Phase 2 and Phase 3 and Commissioner Harris stated they are talking about the full amount in Phase 1. Commissioner Harris stated he is a little confused with that. Mayor Norman stated they spent \$74,000.00 on a master plan. They are trying to rush the first phase in and get it done so this may cover more than the first phase but they want to get it on board and get this grant. They are going to get the first phase done but this may cover more than the first phase but they want to get it on board and get this grant. They are not sure how much it is going to cost once they get the master plan in place. Commissioner Shackelford stated he does think they need to utilize the money that was already appropriated. County Attorney Murphy stated this is not a budget amendment. County Attorney Murphy stated you are basically saying you are going to fund it when it comes back. There were no lights. All in favor. Motion Approved 6-0.

- B. Res. No. 03-16-21** Resolution Amending 2015-2016 Parks Department Budget For the 2012-2013 Local Parks and Recreation Fund Grant. Commissioner Cook made a motion to Approve. Seconded by Commissioner Evans. There were no lights. All in favor. Motion Approved.
- C. Res. No. 03-16-22** Resolution Amending the 2015-2016 Parks Department Budget. Commissioner Evans made a motion to Approve. Seconded by Commissioner Cook. There were no lights. All in favor. Motion Approved 6-0.
- D. Res. No. 03-16-23**-Resolution Authorizing Submission of an Application for a Litter and Trash Collecting Grant for 2016-2017 from the Tennessee Department of Transportation and Authorizing the Acceptance of Said Grant. Commissioner Wolaver made a motion to Approve. Seconded by Commissioner Shackelford. There were no lights. All in favor. Motion Approved 6-0.
- F. Res. No. 03-16-26**-Resolution Approving Homeland Security Grant. Commissioner Evans made a motion to Approve. Seconded by Commissioner Parker. There were no lights. All in favor. Motion Approved 6-0.
- G. Res. No. 03-16-27**-Resolution Approving CodeRed Agreements. Commissioner Shackelford made a motion to Approve. Seconded by Commissioner Cook. There were no lights. All in favor. Motion Approved 6-0.
- H. Res. No. 03-16-28**- Resolution Amending the 2015-2016 Sheriff's Dept. Budget Regarding Insurance Recovery on Vehicles. Commissioner Evans made a motion to Approve. Seconded by Commissioner Cook. There were no lights. All in favor. Motion Approved 6-0.
- I. Res. No. 03-16-29**-Resolution Amending 2015-2016 Drug Fund Budget Regarding Insurance Recovery on a Vehicle. Commissioner Cook made a motion to Approve. Seconded by Commissioner Wolaver. There were no lights. All in favor. Motion Approved 6-0.
- J. Res. No. 03-16-30**-Resolution Approving Amendment to 2015/2016 General Capital Projects Budget. Commissioner Cook made a motion to send it back to the building committee to revisit funding. Commissioner Shackelford seconded. Commissioner Shackelford asked when they have to have this done. County Attorney Murphy stated the money has to be appropriated in two years and spent in three years. Commissioner Shackelford asked Mayor Norman what would be his recommendation to take off the list. Mayor Norman stated flooring and carpeting at 6 & 8 Public Square. Chairman Burkhalter called for the roll call vote. Commissioner Evans No, Commissioner Wolaver, No, Commissioner Parker Aye, Commissioner Cook, Aye, Chairman Burkhalter No, Commissioner Shackelford. Motion failed 4-2. Chairman Burkhalter stated they are going to whittle the list down. The Mayor has already said to take off #

13 in the amount of \$21,000.00. Mr. Lukonen stated they are starting with \$318,500.00 and they are taking off the \$21,000.00. Chairman Burkhalter stated to take off the Animal Shelter room because they do not know what they are going to do out there yet and that is \$8,000.00. Commissioner Stephenson asked for a recap and Mr. Lukonen stated they started at \$318,500.00 because the courthouse floors are actually an estimate of \$25,000.00. So they took off item #13 the flooring and that reduced it down to \$297,500.00 and they added \$8,366.55 for the software to operate the security cameras and they took out Item #9 in the amount of \$8,000.00 for the Animal Shelter rooms and they are considering the following resolution for the audio/visual in the commission room. Mr. Lukonen stated this should leave \$2,200.00. There were no lights. Chairman Burkhalter called for the amending of the resolution. Commissioner Parker made a motion to amend the resolution. Seconded by Commissioner Evans. Chairman Burkhalter called for the vote for the amendment to the resolution. All in favor. Amendment to the resolution passes 6-0. Chairman Burkhalter stated they are now going to vote on the resolution as amended. All in favor. Motion passes 6-0.

- K. Res. No. 03-16-31-Resolution Approving Use of Series 2014 Bond Funds and Amending 2015/2016 Budget.** Commissioner Wolaver made a motion to Approve. Seconded by Commissioner Cook. Commissioner Shackelford stated this is going to be the voting system but it will not have an agenda software with it. There were no lights. All in favor. Motion Approved 6-0.
- L. Res. No. 03-16-32-Resolution Accepting Agreement with SCTDD and Appertain Corp. to Dispose of Dead Livestock.** Commissioner Shackelford made a motion to Approve. Seconded by Commissioner Evans, There were no lights. All in favor. Motion Approved 6-0.
- P. Res. No. 03-16-39-Resolution Amending 2015/2016 County General Fund Budget for Agriculture Extension.** Commissioner Wolaver made a motion to Approve. Seconded by Commissioner Evans. There were no lights. All in favor. Motion Approved 6-0.
- Q. Res. No. 03-16-40-Resolution Amending General Fund Account for Expenses for Bear Creek Fire Station.** Commissioner Evans made a motion to Approve. Seconded by Commissioner Wolaver. There were no lights. All in favor. Motion Approved 6-0.
- R. Res. No. 03-16-41-Resolution Amending 2015/2016 Debt Service Fund Budget.** Commissioner Cook made a motion to Approve. Seconded by Commissioner Evans. There were no lights. All in favor. Motion Approved 6-0.
- S. Res. No. 03-16-42-Resolution Making an Additional Appropriation to Non-Profit Charitable and Civic Organizations of Maury County, Tennessee for the Fiscal Year Beginning July 1, 2015 and Ending June 30, 2016.** County Attorney Murphy stated you don't have to vote on this but this is the ratification of the donation that the commission made and it will be back before the full commission and it ran in the newspaper on February 19.

X. New Business:

A. Expectations for the 2016-2107 Budget Season & How to Accomplish. Commissioner Cook had a schedule to see if they agree with. This is a schedule for the work session coming up in April. Chairman Burkhalter stated they are going to start in April and they are going to hit it hard. Chairman Burkhalter stated they would have standalone meetings. Chairman Burkhalter stated they are not going to stay here until 9 and 10 at night. Chairman Burkhalter stated they are hoping they can get this accomplished by June. County Attorney Murphy stated if you have your dates set and they could run one notice instead of each at a time because that gets costly. Commissioner Burkhalter stated it would be his request the budget is to be considered this year does not include capital request. The capital request should come from the Department Head on a separate list and Commissioner Shackelford stated he would like to see a 1-5 year request schedule out of those departments. Commissioner Shackelford stated the other thing is embedded in the budgets themselves were capital expenditures that were appropriated and Commissioner Shackelford would like that to be noted and what project they were. Commissioner Shackelford stated that a lot of these were one time monies and he doesn't want departments to bring in budgets that look good but it was because of a onetime expense. Commissioner Shackelford stated he would like to see that highlighted and identify what the expenditure was for and what was spent. There were no lights.

B. Minimum Fund Balances-Chairman Burkhalter stated he was not as concerned about minimum fund balances as he was last year. County Attorney Murphy stated he was concerned about it and the reason he is concerned about it is when you go to borrow money and what is on the record right now for Maury County is that Maury County told the Comptroller Maury County was going to raise taxes and the commission did not. They took it out of fund balance and there is not a fund balance policy for Maury County. Attorney Murphy stated he is afraid that could be a hit on the County's bond rating if the County does not get a policy in place and show over a period of time the County stuck with the fund balance policy. Attorney Murphy stated he is telling the committee this as a concerned citizen of Maury County. Attorney Murphy stated they need to have a fund balance policy and a debt service policy and fund balance policy for it as well. Commissioner Evans asked Mr. Lukonen could the budget office make some recommendations or plans for this. Attorney Murphy stated Maury County needs to contemplate having a policy in place as you are looking at your budget for this year. Chairman Burkhalter asked Attorney Murphy if he would recommend bringing this back through the Administration Committee or asking the Budget Department to put together some numbers. Attorney Murphy stated it should come back to the Budget Department with the figures of how they went with the projected number. Mr. Lukonen stated he talked with Director Weber and she spoke with Mr. Lukonen about going with a recommendation of three months of expenditures, disbursements basically. The fund balance would be for the 101 fund and the 151 fund. Chairman Burkhalter asked Attorney Murphy if they needed to give the budget office a directive to look into the 101 fund and bring back some recommendations next month. Attorney Murphy stated the directive would be what percentage of fund balance have you maintained and Attorney

Murphy stated he would look over a three year period and do it on a monthly basis.
Chairman Burkhalter stated he would talk with Director Weber tomorrow about this.

C. Special Called Budget Meetings for April 2016. Chairman Burkhalter stated the committee needed to vote for approval of the Special Called Budget Meetings for April. Chairman Burkhalter stated if they can get these approved tonight they can be put in the newspaper as a group and have it put out as public notice. Commissioner Wolaver made a motion to approve the dates for April special called meetings. Seconded by Commissioner Evans. All in favor. Motion Approved.

D. Budget Streamlining-Commissioner Parker stated he thinks last year they did a good job of cutting down on everyone's budget and he doesn't feel that is something that needs to be rehashed again. Chairman Burkhalter stated if the departments can come in within 2% of their last year budget it should be passed through. Commissioner Shackelford stated that every department should be decreased because the health care was decreased. Commissioner Shackelford stated it would be his suggestion if the committee would tell them to come in with what they came in last year because that would be an increase. Commissioner Wolaver stated the health insurance should make a reduction but there are other factors involved could make that go back. Commissioner Wolaver stated if departments are close to what they were last year it would help to speed up the budget process. Commissioner Sumners stated the easiest way to do what Commissioner Shackelford was talking about was to use this year's penny rate as the budgeting factor and then you are building up your fund balances. Commissioner Cook stated she did not believe the committee needed to lock themselves into a percentage.

XI. Old Business

Chairman Burkhalter asked if Mr. Lukonen could put GFOA on the Old Business next month.

XII. Announcements

A. County Commission Regular Meeting, Monday March 21, 2016 at 6:30 P.M. Tom Primm County Commission Room, Hunter-Matthews Complex. Public Hearing will take place before the Commission meeting at 6:00 P.M.

B. Monday night at the Full Commission Lyle Sumek and Associates will be here to give a brief introduction during the meeting between the public hearing and the full commission meeting. Attorney Murphy stated they should meet with Mr. Sumek on a one on one basis.


C. Regional Transportation Authority will be on March 18 at 7:30 -9:00 p.m. at Northfield. Room 100. You need to RSVP.

D. Facilities meeting with the schools Thursday night at 5:00 p.m.

XIII. Adjournment:

A. Motion was made to adjourn at 8:49 P.M.

APPROVED 
Charlie Norman, Jr., County Mayor

SIGNED 
Davis Burkhalter, Budget Committee Chairman